



## **FY10 PERFORMANCE PLAN**

### **District of Columbia Sentencing and Criminal Code Revision Commission**

#### **MISSION**

The mission of the District of Columbia Sentencing Commission is to implement, monitor, and support the District's voluntary sentencing guidelines, to promote fair and consistent sentencing policies, to increase public understanding of sentencing policies and practices, and to evaluate the effectiveness of the guidelines system in order to recommend changes based on actual sentencing and corrections practice and research.

#### **SUMMARY OF SERVICES**

The Commission advises the District of Columbia on policy matters relating to criminal law, and sentencing and corrections policy. The Sentencing and Criminal Code Revision Commission Amendment Act of 2007 established permanent sentencing guidelines and requires the Commission to monitor judicial usage and make adjustments as needed. The Advisory Commission on Sentencing Amendment Act of 2006 requires the Commission to conduct a multi-year study of criminal code reform, including analysis of the current criminal code and proposals to create a uniform and coherent body of criminal law in the District of Columbia.

**OBJECTIVE 1: Promulgate the accurate, timely, and effective use of the sentencing guidelines in every felony case.**

**OBJECTIVE 2: Promulgate compliance with the guidelines in at least 80% of all felony cases, in recognition that a small number of exceptional cases will merit a judicial departure from the guidelines.**

**OBJECTIVE 3: Analyze the District of Columbia's current criminal code and propose reforms in the criminal code to create a uniform and coherent body of criminal law in the District of Columbia.**

#### **INITIATIVE 3.1: Catalogue and Analyze the D.C. Code.**

The Commission staff has nearly completed a line by line survey of the entire D.C. Code, analyzing each section of the code preparatory to including each section in a database. When completed, the database will enable us to analyze the code and undertake an organized effort comprehensively to revise its criminal provisions. Some 85% of this is now done; the remaining 15%, creating the database and populating it with the data, should be accomplished early in the next fiscal year.

#### **INITIATIVE 3.2: Apply for Grant Funding.**

The Commission applied for Funding under American Recovery and Reinvestment Act to hire four attorneys to work on criminal code reform and to fund the already-incumbent, part-time project director. We are awaiting a decision on that application. The remaining initiative depends upon the grant application be approved.



### **INITIATIVE 3.3: Propose Reforms in the Criminal Code.**

Assuming that grant or other funding permits hiring four attorneys, this project should be 40% completed by the end of FY 2010 and 100% completed by the end of FY 2011.

#### **KEY PERFORMANCE INDICATORS**

<b>Metric</b>	<b>FY08 Actual</b>	<b>FY09 Original</b>	<b>FY09 YE</b>	<b>FY10 Projection</b>	<b>FY11 Projection</b>	<b>FY12 Projection</b>
Measure 1. Percent of Compliance Reached <sup>1</sup>	88%	85%	87%	85%	85%	85%
Measure 2. Percent of DCSC data uploaded to the web <sup>2</sup>	0%	100%	0%	100%	100%	100%
Measure 3. Percent of guidelines questions answered within 24 hours	99%	99%	100%	100%	100%	100%

---

<sup>1</sup> Compliance is a measure of the extent to which judges follow the voluntary guidelines. Specifically, it is when judges give the sentence that is recommended by the sentencing guidelines given the defendant's current offense and prior criminal history.

<sup>2</sup> As mentioned previously, one of the stated missions of the Commission is to monitor and report on the District's sentencing guidelines. The Commission has contracted with a company that has helped build a system that would allow staff to transfer Superior Court data on a semi-annual basis.



## STANDARD CITYWIDE OPERATIONAL MEASURES

Measure	FY09 YTD
<b>Contracts</b>	
<b>KPI:</b> % of sole-source contracts	
<b>KPI:</b> Average time from requisition to purchase order for small (under \$100K) purchases	
<b>KPI:</b> # of ratifications	
<b>KPI:</b> % of invoices processed in 30 days or less	
<b>Customer Service</b>	
<b>KPI:</b> OUC customer service score	
<b>Finance</b>	
<b>KPI:</b> Variance between agency budget estimate and actual spending	
<b>KPI:</b> Overtime as percent of salary pay	
<b>KPI:</b> Travel/Conference spending per employee	
<b>KPI:</b> Operating expenditures "per capita" (adjusted: per client, per resident)	
<b>People</b>	
<b>KPI:</b> Ratio of non-supervisory staff to supervisory staff	
<b>KPI:</b> Vacancy Rate Total for Agency	
<b>KPI:</b> Admin leave and sick leave hours as percent of total hours worked	
<b>KPI:</b> Employee turnover rate	
<b>KPI:</b> % of workforce eligible to retire or will be within 2 years	
<b>KPI:</b> Average evaluation score for staff	
<b>KPI:</b> Operational support employees are percent of total employees	
<b>Property</b>	
<b>KPI:</b> Square feet of office space occupied per employee	
<b>Risk</b>	
<b>KPI:</b> # of worker comp and disability claims per 100 employees	